

**MEMORANDUM OF UNDERSTANDING**  
**For**  
**Office Space and Equipment**

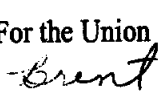
The Parties, Dover Air Force Base, Dover, Delaware (the Employer) and AFGE Local 1709 (the Union), hereby agree to the following:

1. The Employer will provide an office approximately 10' by 15' in Building 722. This will be Room 38.
2. The office will be provided with the following amenities: one (1) telephone and one (1) non-DSN telephone line (for base and local calls), four office chairs, two (2) with wheels and two (2) without wheels; two (2) desks; and one (1) lockable two-drawer file cabinet. The office amenities shall be standard Government property in good, working condition.
3. In accordance with AFI 32-9002, "Granting Use of Air Force Real Property," and AFI 32-9007, "Managing Air Force Real Estate," a real estate legal instrument will be accomplished covering the space provided to the Union.
4. For privacy reasons, the Employer will permit the Union to utilize a conference room to conduct meetings. The Union agrees to give the Employer no less than 24-hours' notice of its intent to use the conference room. In the event the conference room is not available at the requested time, the Employer will provide the Union with first available dates and times when the conference room may be used by the Union, and the Union may reserve the conference room for that time.
5. The Union will have unrestricted access to its office space in Building 722 during the building's hours of operation. Union will be provided one key to Room 38.
6. The Union is responsible for maintaining and cleaning its office. The Union is not responsible for normal wear and tear to office amenities, but, is obligated to replace any items which it damages or destroys, or chooses to replace for its own convenience. The Employer will replace/repair amenities when the parties mutually agree it is necessary to do so.
7. There is no cost for the space or equipment provided by the employer.
8. The office space as described herein will be made available to the Union as soon as practicable.
9. The employer will assist in the move.

For the Employer

 21 APR 05  
MICHAEL V. CZARNIAK, LTCOL, USAF  
Chief Negotiator

For the Union

 - Brent Reynolds - 4-21-05  
BRENT REYNOLDS  
AFGE Local 1709 President